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FY13 EWDJT Proposal
grants.gov submission

April 8, 2013

U.S. Environmental Protection Agency
Office of Grants and Debarment
1200 Pennsylvania Avenue, NW (3903R)
Washington, DC 20460

Dear Sir or Madam:

On behalf of OAI, Inc., I am respectfully submitting this EPA Environmental Workforce Development and Job Training grant application for your consideration. In collaboration with the City of Chicago's Department of Transportation (CDOT) and WRD Environmental, OAI proposes to use the EPA grant to enhance our existing partnership with Greencorps Chicago.

The proposed **OAI, Inc. and City of Chicago Greencorps-Environmental Workforce Development Partnership (CG-EWDP)** will provide a comprehensive job training and placement program for careers in environmental remediation, green industries and related fields. The Partnership will enroll a minimum of 60 Chicago residents, 45 of whom will complete the program and at least 40 of whom will be placed in employment during the grant period.

OAI's proposal is directly aligned with EPA's Strategic Plan 2011-2015, Mayor Emanuel's *Building a New Chicago Campaign*, the City of Chicago's Brownfields Redevelopment Initiatives, and the *Chicago Climate Action Plan* to promote economic growth, create jobs, improve the tax base, decrease crime, create new open space, reduce the city's carbon foot print, and remove threats to human health.

The following information is provided in response to the RFP guidelines:

A. Applicant Identification:

OAI, Inc.
180 N. Wabash Avenue, Suite 400
Chicago, IL 60601
Tel: 312/528-3500; Fax: 312/528-3501

B. Threshold Eligibility Criteria:

- 1. Applicant Eligibility [See Attachment 1: Documentation of Non-profit Applicant Eligibility]:** OAI, Inc. is an eligible, 501(c)(3), nonprofit organization whose primary mission is to provide education, workforce training and employment opportunities to disadvantaged communities. OAI did not receive an Environmental Workforce Development and Job Training Grant from EPA in FY 12.
- 2. Duplication:** While OAI operates an NIEHS-funded Minority Worker Training (MWT) program and a DOL Youthbuild program, they will not duplicate services under this proposed EWDJT project. The MWT and Youthbuild programs focus on basic construction skills and environmental remediation training while EWDJT offers certifications in the green industry (landscaping, alternative treatment technologies, eco-restoration, etc.). The EWDJT will also focus part of its recruitment on veterans while the other two programs do not. Each program has different minimum enrollment requirements and performs separate outreach and recruitment drives. Although Youthbuild performs some recruitment within the City of

Chicago, its main recruitment location is the South Suburbs of Chicago including Harvey, South Holland, and Riverdale.

OAI is partner in the Calumet Green Manufacturing Partnership (CGMP) which is a DOL Green Innovation Fund program awarded to Jobs for the Future. CGMP's enrollment criteria differ from the proposed CG-EWDP and the curriculum focuses on high level manufacturing training through three community colleges, which in no way duplicates CG-EWDP. The program's management and placement strategies are separate from those of CG-EWDP.

All three programs are housed at different locations with separate outreach and recruitment staffs. Programmatic and fiscal records/files are maintained separately with their own distinct auditable trails.

OAI was an awardee for DOL's Green Capacity Building grant under the ARRA program. The program completed on May 31, 2011 and in no way conflicted with or duplicated OAI's CG-EWDP.

3. **Required Training:** OSHA 29 CFR 1910.120 40-Hour HAZWOPER course will be offered to all trainees.
4. **Federal Funds Requested:** \$ 200,000
5. **Instructions and Format Requirement:** This proposal conforms to the instructions and format requirements of the RFP.
6. **Due Date:** This application is being submitted on or before the due date, April 9th, 2013.

C. Grant Type: Environmental Workforce Development and Job Training Grant (EWDJT).

D. Location: CG-EWDP will continue to serve City of Chicago residents with a focus on those living in environmental justice communities located in the South and West sides.

E. Contacts:

a. Project Director	b. Chief Executive
J. William McVey, Senior Director, Programs and Operations OAI, Inc. 180 N. Wabash Avenue, Suite 400 Chicago, IL 60601 Phone: 312/528-3523 Fax: 312/528-3501 bmcvey@oaiinc.org	Tipawan T-Q Reed, President OAI, Inc. 180 N. Wabash Avenue, Suite 400 Chicago, IL 60601 Phone: 312/528-3504 Fax: 312/528-3501 treed@oaiinc.org

F. Date Submitted: April 8, 2013

G. Project Period: July 1, 2013 – June 30, 2016.

H. Population: While the proposed CG-EWDP will be open to all eligible City of Chicago residents, it will focus on serving disadvantaged unemployed and underemployed residents who face multiple barriers to employment and who live in the West and South sides, which include HUD designated Empowerment Zones (EZs) and the surrounding Renewal Communities (RCs). The target population will include veterans, dislocated workers, ex-offenders and at-risk young adults. The City of Chicago's population is 2,707,120 with OAI's target communities at 121,841.

I. Training: OAI proposes to use EPA funding to support the required 40-hour HAZWOPER training in addition to the enhanced environmental and safety training identified in the following table:

Course Title	Course Hours	Training Level
40-Hr. HAZWOPER	40	Advanced
Leaking Underground Storage Tank	4	Awareness
Mold & Asbestos Awareness	8	Awareness
Lead Renovation, Repair and Painting	8	Advanced
OSHA Construction Safety	10	Advanced
Lock-Out/Tag-Out	4	Awareness
Confined Space	4	Awareness
HAZWOPER Refresher	8	Advanced
First Aid/CPR	8	Advanced

At no cost to EPA, the training below will also be provided using leveraged funds from the City of Chicago, Forest Preserve District of Cook County, and the State of Illinois:

Classroom/Hands-on/On-the-Job Training	Course Hours	Training Level
Defensive Driving	4	Advanced
Flagger Training	4	Advanced
Forklift Operator	16	Advanced
Landscape/ Alternative Treatment Technologies: Plant Identification, Landscape Maintenance/Installation, Hardscapes Installation, Urban Agriculture, Low Impact Development, Integrated Pest Management	400	Awareness
Ecological Restoration and Natural Resources: Plant ID, Restoration Ecology, Chicago Wilderness Burn, Pesticides, Tree Care Training	485	Awareness
Professional Development and Career Advancement	90	Awareness

As a past and present EPA grant recipient, we are grateful for the opportunity to continue building on and perfecting an already effective program and collaborative model. Please do not hesitate to contact me if you have any questions or concerns regarding our application.

Sincerely,



Tipawan T-Q Reed, President

cc: Gabe Klein, Commissioner, Chicago Department of Transportation; Geoff Deigan, President, WRD Environmental; J. William McVey, Senior Director, Programs and Operations, OAI, Inc.

**OAI, INC., WRD ENVIRONMENTAL, and CITY OF CHICAGO
GREENCORPS-ENVIRONMENTAL WORKFORCE DEVELOPMENT PARTNERSHIP**

I. COMMUNITY NEED

A. Community Description

While the proposed Chicago Greencorps-Environmental Workforce Development Partnership (CG-EWDP) will be open to all eligible individuals living in the City of Chicago, it will target underserved populations including ex-offenders, minorities and veterans living in HUD designated Empowerment Zones (EZs), comprised of three non-contiguous "cluster" areas located on the West, Lower West (Pilsen/Little Village), and near South Sides, and surrounding Renewal Communities (RCs). Candidates recruited from these areas share many characteristics including low self-confidence, chronic or long-term unemployment, limited work history/training, low skills, or being ex-offenders. CG-EWDP will address issues of poverty, unemployment and overall worker safety and public health of these low-income, minority communities. The table below compares CG-EWDP target community data with citywide, state and national data.

Demographic Information	Chicago West & South Side EZ & RC	Chicago - Citywide	Illinois	National
Population:	121,841 ¹	2,707,120 ²	12,875,255 ²	313,914,040 ²
Unemployment:	28.5% ¹	8% ³	9% ³	7.9% ³
Poverty Rate:	34.9% ¹	21.4% ²	13.1% ²	14.3% ²
Percent Minority:	71% ¹	54% ⁴	37% ⁴	36% ⁴
Per Capita Income:	\$25,404 ¹	\$27,940 ²	\$29,376 ²	\$27,915 ²
¹ 2012 US American Community Survey Public Use Micro Data Area (PUMA): http://www.census.gov/acs/www/				
² 2012 US Census Quickfacts: http://quickfacts.census.gov/qfd/states/17000.html				
³ Bureau of Labor Statistics: www.bls.gov				
⁴ US Census Bureau Fact Finder: http://factfinder2.census.gov				

In addition to the high unemployment, poverty and minority rates listed above, CG-EWDP's target communities are home to 67% of former prisoners released to Chicago, where black male unemployment is over 40 percent according to the University of Chicago (Vogel, SSA, Summer 2012). An Urban Institute study conducted in 2012 found that a surge of former CHA residents with housing vouchers flooded West and South side communities between 2000 and 2010, and an increase in female incarceration in these communities has added stress to single parent households, leaving children in the social service system or with extended family. Hardest hit, the study found, were the South and West sides, where thousands of African-Americans live in neighborhoods beset by crime, foreclosures, bad schools, abandoned properties and economic squalor (Hailey & Gallagher, Urban Institute, January 2013).

Unemployed and homeless veterans present an additional challenge. Much like an ex-offender who minimizes the work experience gained while incarcerated, many veterans don't recognize the transferrable skills gained during service. Nearly 1 in 5 veterans ages 18 – 24 are unemployed (Knowles, Chicago Sun Times, May 2011). Many veterans require support and career services in addition to workforce development training (Yerak & Jackson, Chicago Sun Times, October 2012). Illinois is one of 7 states with more than 10,000 homeless veterans (Dept. of Veteran Affairs, 2012).

Environmental Justice Concerns

Many cities in the United States have experienced racial segregation and a concomitant unequal exposure to hazardous wastes. In 2012, researchers reconfirmed the findings of a 1987 United Church of Christ study that showed a clear link between race and the location of commercial hazardous waste facilities. Although race is a larger factor, socio-economic status, income and home values also play important roles in the location of hazardous waste facilities (Bonner, Villanova Environmental Law Journal, January 2012).

For over 100 years the Chicago South region was a major industrial center. Today, the residents of these communities are confronted with the residual effects of over a hundred years of industrial pollution as well as more recent dumping, both legal and illegal. Beatrice Lumpkin in People's Weekly World Newspaper (April 15, 2005) stated that close to 100 million tons of garbage had been dumped in this area. A 2011 Illinois EPA report showed a 17% increase in Illinois

landfill waste, which results in increased opportunity for toxic leaks and other environmental risks, particularly on Chicago's South Side, which has the largest concentration of garbage landfills in the Midwest.

The findings noted below about environmental quality in Cook County are taken from a USEPA report entitled **Creating Equitable, Healthy, and Sustainable Communities: Strategies for Advancing Smart Growth, Environmental Justice, and Equitable Development** (USEPA, February 2013).

Hazardous air pollutants—Toxic releases: Air pollution for 2011 shows an 8 percent decline in Cook County. However, air quality improvements were offset by toxic pollutants released in landfills and water, which increased more than 25% between 2010 and 2011 compared to an 8% national increase. Cook County is among the top ten percent of counties in the United States for cancer and non-cancer risks from air and water releases, especially chromium compounds and mercury compounds.

Air quality standards: Cook County ranks among the dirtiest 30 percent of counties in the nation in terms of particulate matter, a mixture of particles such as dust, soot, smoke, and liquid droplets. Particulate matter can cause or aggravate respiratory and cardiovascular disease and result in premature death; the elderly, children, and asthmatics are especially vulnerable.

Toxic releases—Lead: Cook County ranks 37th in the nation for lead emissions and ranks the highest in Illinois for the percentage of housing (5%) projected to have lead hazards. An estimated 20 to 30 percent of Chicago communities face high lead hazards; over 100,000 housing units are estimated to contain lead paint. Approximately seven percent of Chicago children tested in 2011 had blood lead levels of 5 micrograms per deciliter or higher. A disproportionately high number of those children reside in Chicago's poorest and most racially segregated neighborhoods.

Water quality: In Cook County, the quality of 19 percent of the surface water is impaired. The 2011 City of Chicago Water Quality Report showed that there are minor contaminants present in drinking water that can affect individuals vulnerable to them, especially the elderly and infants.

Asthma: From 2000 to 2010, the number of adults in Illinois who have been diagnosed with asthma has risen from 12.6 percent to 14.0 percent. In Chicago, asthma deaths are among the highest in the country. Particularly high mortality rates occur among minorities, especially African-Americans living in low-income communities in Chicago.

The deleterious effects of environmental degradation in the Southeast Pullman/Lake Calumet regions and other Chicago communities have provided the impetus for the City to address these issues. The City recognizes that responsible redevelopment can transform environmentally-impaired property into productive assets and bring about improved public health, a cleaner environment, economic growth, increased local employment opportunities, revitalized neighborhoods, increased local tax revenues, and reduced public service demands. Since 1993, the Chicago Brownfields Initiative has completed over 40 site remediations involving more than 1,000 acres of land. However, there still are at least 1,000 acres of brownfields and numerous other Superfund sites in the Chicago area to be cleaned up.

The CG-EWDP partnership will recruit candidates from the target communities through a network of over 50 community-based organizations who specialize in serving our target populations. Trainees will benefit from transitional assistance, job readiness, and vocational skills in environmental remediation and restoration, and supportive services that will lead to economic self-sufficiency. Environmental health and safety courses will provide residents with job skills, an increased understanding of EJ concerns, the means to protect themselves and their families, and ways to promote healthy communities.

B. Labor Market Demand

The proposed training plan is designed to meet the needs of both the target population and the job market. According to O*NET—a primary source of occupational information, employment outlook and projections—positions targeted for the proposed program fall in the Bright Outlook category and are linked to the Green Economy Sector. From 2008-2018, per O*NET, the following job sectors, which are expected to grow faster than average (14%-22%), will have large numbers of job openings: **Hazardous Materials Removal Workers, Landscaping and Groundskeeping Workers, Refuse and Recyclable Material Collectors, Recycling and Reclamation Workers, and Insulation Workers.** However, the most conclusive and up-to-date labor market analysis directly affecting OAI trainees comes from OAI's OAI, Inc. and City of Chicago Greencorps-Environmental Workforce Development Partnership

constant involvement and contact with employers and related labor unions. While OAI Job Developers search for available job openings, they are updated about hiring projections in training-related fields, open application dates for admittance into related union apprenticeship programs, and major redevelopment projects that may generate jobs for graduates. Three examples of upcoming redevelopment projects currently being monitored by OAI include: Rosenwald Courts, which spans an entire city block in the Southside Bronzeville neighborhood, has been vacant for 12 years. Redevelopment of the 500,000 square foot Rosenwald will provide much needed housing for seniors and working families and create 75,000 square feet of new commercial space. OAI is working closely with the 3rd District Alderman, Pat Dowell, Landwhite Developers, primary contractor ERS Enterprises and potential subcontractors, National Wrecking and Omega Demolition, to track employment needs for abatement, demolition, and construction. The project is scheduled to begin construction later this year. Chicago Riverwalk, a redevelopment project funded by a \$100 million loan from the Federal Transportation Infrastructure and Finance Innovation Act, will connect the lakefront to the city's downtown and create more recreation along the river. Mayor Emanuel estimates the construction will create about 400 short-term jobs and the new recreational and entertainment facilities will provide permanent employment for another 400 workers. Construction is scheduled to begin in 2014 with completion in 2016. Millennium Reserve Initiative will create and enhance urban parks and green spaces, and renew and restore rivers for both natural resource and recreational values. Natural lands and underdeveloped lands (brownfields, residential neighborhoods, and commercial properties) in the Calumet region will be transformed into a state-of-the-art public destination with over 15,000 acres of open space. Employment opportunities include ecological restoration and land management. OAI's graduates who are on the job are another valuable source of information about upcoming projects and available jobs for which new hires may be needed.

Employer Survey – In March 2013, OAI job developers conducted written surveys of twelve current and potential employer partners. The employers hire for positions in environmental remediation, forklift operation, construction/redevelopment, manufacturing, and landscaping. The twelve surveyed companies project 100+ total hires during the coming year, with individual firms projecting from 5-30. All twelve companies will be hiring in the next two years and twelve companies expect their business to improve slightly or much better in the next two years.

While the employers surveyed emphasized that different jobs require different skills, it is clear from the survey that 40-hour HAZWOPER; 10-hour OSHA Construction; Lead Renovation, Repair and Painting (Lead RRP); and Confined Space, all of which are included in this proposal, are the key needs of employers. For the landscaping company, the horticultural skills including equipment, hardscapes, tree care, and pruning in addition to 10-hour OSHA and Defensive Driving are primary.

II. TRAINING PROGRAM DESCRIPTION, ANTICIPATED OUTCOMES AND OUTPUTS

A. Training Program Structure

The City of Chicago Department of Environment (CDOE) launched the Greencorps Chicago Program in 1994 to provide the workforce for the City's beautification and community-greening projects. Each year the program enrolls 30-60 disadvantaged City of Chicago residents for nine months, or longer, to work on the City's brownfields/eco-restoration, community gardens, public parks, and landscaping projects. For the two training years covered by this grant, the City expects to enroll 60 people (30 each year).

At the invitation of CDOE, OAI became a technical training partner in 2006. In this capacity, OAI has effectively leveraged its EPA Environmental Workforce Development and Job Training Grants and integrated the training plan into the broader Greencorps program design. Early in 2012, Greencorps transitioned to the Chicago Department of Transportation (CDOT) when CDOE was disbanded by the City. The other lead Greencorps partners, WRD Environmental and Signature Staffing Resources, remain the same as in previous years. All partners worked closely with CDOT to reshape the program to meet the needs of local employers and continue to explore emerging green industries. The Chicago Greencorps Environmental Workforce Development Partnership (CG-EWDP) will conduct two 9-month training cycles that will enroll 60 Chicago residents, graduate a minimum of 45, and place in initial employment a minimum of 40 (89% of graduates).

Training Plan

During the 9-month program, each trainee will be trained in the four training components listed below, at no cost to them. Courses were selected based on industry and employer feedback and training required for upcoming work projects. OAI, CDOT, Forest Preserve District of Cook County (FPDCC), WRD and Signature Staff Resources (Signature) will provide classroom space and hands-on training.

1. Environmental Health and Safety Training Course Offerings

EH&S courses will be conducted by OAI personnel and consultants at OAI's Technical Training Center (OTTC), which is located at 4015 West Carroll Street in an empowerment zone on Chicago's West Side. The OTTC is ideally located adjacent to a CTA elevated train station, a major public bus route, and also has ample free parking for those who drive. OAI's main downtown office is a 15-minute public transit train ride from the hands-on facility.

The following chart details course titles, hours, frequency of offering, certifications earned, funding source, and whether it is Advanced or Awareness. Each year, 30 enrolled trainees will be divided into two groups of 15 for training. A total of **110 hours (4 weeks)** of EHS training will be offered to each trainee, with an additional 8-hour HAZWOPER Refresher offered to previous graduates.

EHS Course Title	Course Hours	Awareness vs. Advanced	Certificate and/or License	Courses offered per cycle	Total courses offered for grant period	Funding Source
HAZWOPER	40	Advanced	Fed Cert	2	4	EPA
Leaking Underground Storage Tank	4	Awareness	Cert of Comp	2	4	EPA
Mold & Asbestos	8	Awareness	Cert of Comp	2	4	EPA
Lead Renovation, Repair and Painting	8	Advanced	Fed Cert & State Lic	2	4	EPA
OSHA Construction Safety	10	Advanced	Fed Cert	2	4	EPA
Lock-Out/Tag-Out	4	Awareness	Cert of Comp	2	4	EPA
Confined Space	4	Awareness	Cert of Comp	2	4	EPA
HAZWOPER Refresher	8	Advanced	Fed Cert	1	2	EPA
First Aid/CPR	8	Advanced	Cert of Comp	2	4	EPA
Defensive Driving	4	Advanced	Cert of Comp	2	4	FPDCC
Flagger Training	4	Advanced	Cert of Comp	2	4	CDOT
Forklift Operator	16	Advanced	Cert of Comp	2	4	CDOT

2. Landscaping/Alternative Treatment Technologies Course Offering

Horticulture/Landscaping will include classroom and hands-on training totaling approximately **400 hours (13 weeks)**. For the hands-on portion of their training, trainees will work on community gardens, brownfield sites, eco-restoration, low-impact development and landscape maintenance projects throughout the City of Chicago. All courses will provide a certificate of completion. Classroom training will be held at the Chicago Center for Green Technology (CCGT).

Course and hands-on projects	Course Hours	Awareness vs. Advanced	Certificate and/or License	Courses offered per cycle	Total courses offered for grant period	Funding Source
Plant Identification	400	Awareness	Cert of Comp	3	6	CDOT
Landscape Maintenance/Installation						
Hardscapes Installation						
Urban Agriculture						
Low Impact Development						
Integrated Pest Management						FPDCC

3. Ecological Restoration and Natural Resources

This training will include **485 hours (16 weeks)** of classroom and hands-on work based on ecological restoration over large landscapes, while at the same time paying close attention to localized species populations, isolated habitats, and the smaller levels of ecological organization. This restoration training program will prepare trainees to carry out restoration projects, including safely participating on the crew of a prescribed wilderness burn, obtaining an Illinois Pesticide Applicator license, and working in the Tree Care industry (planting, pruning, fertilizing, monitoring and treating trees for insects and diseases, as well as transplanting and removing trees).

Course and hands-on projects	Course Hours	Awareness vs. Advanced	Certificate and/or License	Courses offered per cycle	Total courses offered for grant period	Funding Source
Plant Identification	485	Awareness	Cert of Comp	3	6	FPDCC
Restoration Ecology			Cert of Comp			CDOT
Chicago Wilderness Burn			Regional Cert			FPDCC
Pesticide Class			State Cert/Lic			CDOT
Tree Care Training			Cert of Comp			CDOT

4. Professional Development and Career Advancement

The **90 hours (3 weeks)** of training will be funded by CDOT and other leveraged resources. Training will be held at OAI's downtown facility at 180 N. Wabash Ave., which is in close proximity to all CTA and Metra train lines as well as multiple public bus lines. Training includes workshops, group activities, field trips and individual projects related to professional development and career advancement. This component meets the basic educational needs of individuals entering the environmental remediation, horticulture, and other green industries. Literacy Chicago will offer GED prep training for interested trainees after program hours.

Workshop Topic	Certification	# of hours	Courses offered per cycle	Total courses offered for grant period	Training Provider
Personal Responsibilities: Conflict Resolution, Time Mgmt., Critical Thinking, Professionalism, Interpersonal Communication, Sexual Harassment, Goal Setting, Financial Literacy	Cert of Comp	20	2	4	OAI, WRD, Signature
Career Advancement: Resumes, Interviewing Skills, Mock Interviews, Networking/Selling Yourself, Independent Job Search	Cert of Comp	50	2	4	OAI, WRD, Signature,
Computer Skills: Internet access, email accounts, attachments, Word and Excel	Cert of Comp	20	2	4	OAI, WRD, Signature,

Training Schedule

The proposed CG-EWDP will operate one 9-month program cycle with 30 trainees each of two years. The remainder of the grant period will be devoted to continued job placement, retention, and follow-up. Outreach, Recruitment, Selection, and Orientation will begin in January of each year and will run through mid-March. Training will be conducted mid-March through mid-December and will take place Tuesday through Friday from 8am-4pm. Trainees will be divided into two groups and will rotate through each of the four training components. Trainees will be enrolled in the EPA EWDP after Outreach, Recruitment, Selection, and Orientation have been successfully completed. Completion of training will occur when a trainee finishes the required EHS courses offered under EPA. All trainees who complete these courses

will meet the initial employment benchmark required to work for WRD Environmental. WRD will employ successful graduates for up to 9 months. See *Attachment 3: Milestones Schedule* for full 3-year program schedule.

Training Methodology

Industry-specific curricula are designed in collaboration with CDOT and its management partner, WRD Environmental, and environmental industry experts to ensure relevance to job-related priorities and portability of skills. Training consists of classroom and hands-on instruction leading to employment.

Classroom instruction is based on widely accepted adult learning principles employing student-centered, cooperative learning and interactive multi-modal teaching strategies. Former students and industry representatives will be invited as guest speakers.

Hands-on training will take place at the Chicago Center for Green Technology (CCGT) facility and OAI's Technical Training facility, both easily accessible by public transportation. To reinforce and accelerate learning, instructors will integrate extensive hands-on/experiential learning activities such as role-plays and real life simulations, scenarios, critical incidents and games into all training. All training will follow established procedure for site safety and assuring fitness and medical clearance as well as the provision of first aid and emergency medical services. Employment opportunities with WRD Environmental will be offered to all trainees who successfully complete required training.

B. Outputs and Outcomes

Overall Goal Consistent with Mayor Emanuel's *Building a New Chicago Campaign* and *EPA Strategic Plan 2011-2015 Goal 3 (Cleaning Up Communities and Advancing Sustainable Development)* and *Goal 4 (Ensuring the Safety of Chemicals and Preventing Pollution)*, the aims of the CG-EWDP are to further the goals of the Environmental Workforce Development and Job Training Program by recruiting, training and placing residents from communities impacted by brownfields in careers in environmental and related fields, while concurrently fostering both economic improvement and environmental awareness and stewardship in participants and in the community.

Outputs This training program will provide graduates with meaningful opportunities for gainful employment in brownfields remediation/redevelopment, green industry and related fields, and will equip them with safety awareness and knowledge useful in the workplace, at home, and in the community. Based on OAI's past and current record of success we expect the CG-EWDP to meet or exceed the planned outputs. The direct involvement of partners, collaborating service providers, and employers in trainee selection, customized curriculum/training plan development, and job placement together with OAI's demonstrated capacity to deliver the proposed training will assure success.

The program proposes the following quantifiable outputs in recruitment, enrollment, training, and placement over the three-year life of this grant:

Outreach and Recruitment #	# Selected to participate in Tryouts	Overall # of Participants Enrolled in the Program	Minimum # of Graduates Completing Program	Minimum # of Graduates Placed in Environmental Positions
400	150	60	45	40 (89% placement rate)

- Provide job development and second job/job upgrade placement support to all interested and motivated participants who have been placed in first jobs.
- Track and conduct follow-up of all participants for one year beyond the end of each training cycle.
- Conduct training that applies current thinking in adult education principles and methods—student-centered, participatory and cooperative learning, hands-on exercises and experiential learning.
- Provide curricula that includes four modules—Environmental Health and Safety (including HAZWOPER); Landscaping/Alternative Treatment Technologies; Ecological Restoration and Natural Resources; Professional Development and Career Advancement training.

Outcomes The proposed CG-EWDP directly aligns with EPA and the City of Chicago's commitment to sustainability and green workforce development/job creation initiatives. The program will yield the following broad-based positive outcomes:

- Local contractors and businesses will benefit from having access to a pool of local residents who are well-trained, certified, and licensed in a wide spectrum of environmental and green jobs.
- Trainees will have the opportunity to work for contractors who are involved with the remediation of environmental blight in the community, mixed industrial/commercial corridor revitalization, new residential projects, and green space/wildlife restoration.
- Community residents, both trainees and those influenced by trainees, will become more aware of and understand environmental justice and conservation issues, which will result in increased stewardship and responsibility for their community's health and environment.
- Trees and hardy urban shrubbery will be planted by program participants at the City of Chicago's public schools, libraries and parks resulting in improved air quality, cooling of the city, management of storm water flow, and improved visual and perceptual awareness of residents in affected neighborhoods.
- An estimated 400 acres will receive invasive species control; an excess of 6,000 pounds of herbaceous weeds and 200,000 pounds of woody invasive will be removed; 10 prescribed burns covering 200 acres will be completed and over 100 trees will be planted each year, all with the help of Greencorps trainees.
- It is anticipated that long-term studies will demonstrate that this program, combined with other City environmental improvement efforts, will result in overall health improvement in poor communities of color (lower rates of asthma, lead poisoning, high blood pressure, heart attacks).

Plan for Internal Program Evaluation Formative and summative evaluation will involve the following activities, all of which are being used effectively in OAI's current EPA training program:

- *Collecting and analyzing student and program records:* i.e., student attendance; classroom training tests; completed student evaluation forms; trainers, staff and employer feedback; program completion statistics; first job placement and retention rates; job-upgrading statistics; case management/supportive services provided; and participant follow-up survey results.
- *Quality Control and Program Monitoring:* The Program Coordinator meets weekly with Greencorps staff to plan and coordinate activities and to identify problems and determine corrective actions. The Program Coordinator attends monthly staff meetings and quarterly Partner Management meetings to review the program's progress, to report on problems and the corrective actions taken, and to get decisions on matters requiring partner input. The Program Coordinator and Academic Coordinator randomly conduct classroom observations to evaluate trainers' effectiveness.
- *Impact Evaluation:* OAI Employment Specialists conduct individual follow-ups with trainees as well as a follow-up survey to capture data on job placement and retention, information about other outcomes, e.g., increased awareness of environmental justice and participation in neighborhood green activities. The staff also maintains data on the nature and extent of involvement of businesses in the program.

Progress reports and documentation OAI will provide quarterly reports to the EPA, including uploading data in ACRES. A closeout report will be completed at the end of the third year. OAI uses a proprietary data management software system, *OAI TRACK*, as a case-management tool and to track participants and generate reports. In addition to test scores and other critical data, it records demographic information, client eligibility, case notes, placement/ retention data. All participants will be tracked for a minimum of one year following completion of training.

Milestones and Objectives Timetable The attached *Milestones Schedule (Attachment 3)* was developed based on lessons learned and best practices gleaned from the past seven years of EPA programming.

C. Recruitment and Screening

CG-EWDP will provide two 9-month cycles of training over the three-year grant period. Approximately 30 trainees will be enrolled in each cycle for a total of 60 students enrolled.

In order to achieve program retention and job placement goals, an effective recruitment and screening process currently in place will be used. Over the years, OAI has built an effective referral network of more than 50 community- / faith-based organizations, as well as other public and private social service agencies and organizations. Utilizing referrals from these collaborating agencies, the program will recruit 400 prospective candidates in order to select 60 enrollees, 30 per 9-month cycle of training. For each cycle of training, OAI and Greencorps staff will implement the following tested recruitment plan:

- OAI, with the assistance of Greencorps staff, will hold **Partnership Meetings** to which CBOs, FBOs and other agencies are invited to learn about the Greencorps/EPA program. Armed with this information, Partners will determine who among their clients might benefit from the program and how to refer eligible candidates. Twenty to thirty agency representatives usually attend each of these sessions.
- Interested candidates will attend one of several **Candidate Information Sessions** to be held at the Chicago Center for Green Technology (CCGT). The sessions will describe the program goals, trainee expectations, training components and selection criteria. Those individuals who would like to apply will be asked to submit required documentation in person on a **Documentation Submission Day**. Based on past experience, it is expected that around 150 participants will attend these sessions each year.
- On **Documentation Submission Day(s)** candidates submit required program documentation including driver's license/state id, birth certificate, proof of residency, social security card, etc.
- **Try-Outs** is a two-day intensive evaluation period during which OAI and Greencorps staff have an opportunity to see who is motivated to participate in the program. Approximately 75 candidates are expected to participate in Try-Outs each year. Candidates are expected to attend from 7AM-1PM each day and are evaluated throughout the two days for punctuality, physical abilities, problem solving/critical thinking, work ethic, positive attitude, and teamwork. Activities mimicking industry-specific work challenges are included in this intensive assessment workshop. Final selections are made by an evaluation committee comprised of OAI and Greencorps staff members, all of whom will have participated as observers during Try-Outs. Those candidates who are not selected to be participants in the training program are referred back to their CBO representative or to other programs appropriate to meet their needs. Forty (40) Try-Outs participants will be selected for a 2-week Orientation Period.
- The 2-week **Orientation Period** will be jointly conducted by Greencorps and OAI staff at CCGT. During Orientation, the candidates will be scheduled for drug screening. Those who do not pass the drug screen will be referred back to their referral agencies for additional assistance. Training topics during Orientation will include: Introduction to EHS/Horticulture Training and Professional Development/Life Skills Workshops.

Thirty (30) individuals who successfully complete Orientation will be invited to participate in the full training program. *Section II, Training Plan*, details the full program offerings and confirms all training is free to trainees and facilities are centrally located with access to public transportation.

Retention and Support Services: To ensure successful program completion and eliminate barriers to employment and job retention, WRD and Signature Staff Resources will provide a Case Manager to conduct ongoing career/placement assessments and provide counseling and support services using leveraged funds from CDOT and from EPA to the extent allowable. To strengthen the dual-support system, OAI will work in partnership with the Case Manager to maintain ongoing contacts with referral agencies to keep them abreast of participants' progress. Services provided to trainees include: referrals for childcare, transportation, housing, legal assistance, health/mental health and other social services as needed; mentoring and counseling; post-placement career and job retention counseling, tracking, professional attire referrals, etc.

D. Program Support

Guaranteed Initial Job Placement All trainees in good standing who successfully complete the required technical training will be offered paid employment by **WRD Environmental (WRD)**, an ecological consulting firm that has been functioning as the City of Chicago's managing partner for the Greencorps program since 2000. WRD's experience in design and construction, horticulture and sustainable landscape development ensures well-rounded work experience for participants and state-of-the-art projects for communities. As a crew member the hourly wage is \$8.25/hour. These

entry-level positions allow participants to apply what they learn to real work completing landscaping, ecological restoration, environmental cleanup and community projects throughout Chicago.

Job Development Strategies and Upgraded Employment OAI and Signature Staffing will focus the bulk of their job development efforts on moving motivated participants from their first jobs with WRD to upgraded positions in other companies. OAI and Signature will use the following strategies to identify and place participants in upgraded positions in brownfield environmental remediation, construction and green industries:

- **Employer Incentives.** Employment Specialists will utilize available tax credits, incentives and Chicago's local hire ordinance to motivate employers. Signature will offer employers a temp-to-hire option.
- **Employer Linkages.** Employment Specialists will continue to foster relationships with reputable companies such as Aerotek Environmental, AKJ Industries, EMR Environmental, CEDA, Christy Webber Landscaping, Safety Kleen, and Facility & Grounds Maintenance Services, Inc., who regularly hire graduates.
- **Community Technology Center (CTC).** OAI's CTC will be available to trainees for job search, company research, resume updating, emailing, phoning and faxing during and following completion of training.
- **Job Board.** OAI's Job Board is located in the reception area for our CTC and provides a variety of part-time and full-time job leads. The Job Board is updated weekly.
- **Job Club.** Job Club, which is offered bi-weekly to all graduates, is an opportunity for job seekers to meet with employment specialists, hear about new job leads, and get help with updating resumes.
- **OAI Staff and Partners.** OAI's Employment Specialist and Signature Staff Resources Outplacement Coordinator will work one-on-one and in small groups with participants to address any barriers to employment and to place them in upgraded jobs.
- **Support Services.** Participants and graduates will be referred to other appropriate agencies for other needed social services.
- **Tracking/Follow-up.** OAI Employment Specialists will use *OAI-TRACK*, an automated proprietary case-management and data management system, to track students for a minimum of one year after the end of each training cycle. Follow-up includes periodic phone surveys, worksite visits and mailings.

III. PROGRAMMATIC CAPABILITY

A. Grant Management System

Quality Control and Program Monitoring The Program Coordinator participates in weekly joint staff meetings with City of Chicago Greencorps staff to plan and coordinate activities as well as to identify problems and determine corrective actions. The Director and Coordinator will attend quarterly Partner Management meetings to review the program's progress, to report on problems and the corrective actions taken, and to bring matters requiring partner decisions to the attention of the partners' representatives. The Director will randomly conduct classroom observations to evaluate trainers' effectiveness.

OAI documents results and progress toward meeting goals and objectives by conducting internal evaluations and submitting quarterly and final progress reports to EPA as required. See *Section II B. Outputs/Outcomes and Program Evaluation* for a full description.

OAI Staff Qualifications OAI employs three part-time and 19 full-time seasoned professionals and support staff representing diverse ethnic/linguistic and educational backgrounds, experience and expertise. Full-time and part-time staff are augmented by contract trainers, consultants, and advisors. Staff and consultants together provide OAI programs with professional expertise in adult education, workplace literacy, life-skills, GED preparation, computer technology, all technical courses under CFR 1910:120, OSHA Safety training, chemistry, toxicology, industrial hygiene, instructional technology, emerging green collar jobs, curriculum development, business outreach, environmental justice, and cultural competence.

Leadership Retention OAI believes in investing in its own human capital and promoting from within through mentoring, creating leadership opportunities, and providing in-house and outside professional development activities (workshops, OAI, Inc. and City of Chicago Greencorps-Environmental Workforce Development Partnership

seminars, conferences at the local, state and national levels). Tipawan T-Q Reed and J. William McVey provide leadership, direction and oversight.

Key staff to be assigned to the project, their titles, responsibilities, and qualifications:

Name & Title	Main Responsibility	Qualifications
Tipawan T-Q Reed President (In-Kind Advisory)	Provide general oversight, leadership, and direction; assure program grant compliance; interface with partners	OAI Founder; 37 years devoted to training minorities & people in poverty for sustainable employment; BS, MS, Adult Ed Cert
J. William McVey Sr. Director Programs & Operations	Program Director. Oversee work of OAI staff on program; interface with partner management & staff; assure completion of all benchmarks	12 yrs. with OAI as Director/Senior Director; 10 yrs. adult education teaching & admin.; 4 yrs. Director, Laubach Literacy Center for Workforce Education; BA and MS
Paula O'Brien, Finance Director	Manage daily fiscal affairs, cost allocation, budgeting, A-133 audits; ensure compliance with terms of cooperative agreement; institute controls and monitor expenses.	Certified Public Accountant (CPA); MBA and MS in Accounting; 15 yrs. in non-profit fund accounting/business management; managed \$50+ million in multiple funding sources.
Michelle Williams, Program Coordinator	Coordinate outreach, recruitment, selection, training; interface with Greencorps & partners; submit EPA reports	6 yrs. with OAI in program coordination & instruction; BA in speech communication; MS in HR Mgmt. & Dev.; 12 yrs. in education
Reginald Williams, Employment Specialist	Conduct business outreach and implement job development, placement and follow-up activities.	20 yrs. in job development, employment services and human resources; 6 yrs. with OAI

Technical Trainers - OAI's internal EHS Training Manager/Instructor/IH has 11 years training experience and holds credentials that are consistent with EPA and OSHA's recommendations as well as meet or exceed Minimum Standard Criteria required by NIEHS. In a number of instances, outside technical trainers will be contracted to teach courses in their specific areas of expertise. Prior to engaging outside trainers, the IH and CIH verify and approve their credentials and experience to ensure compliance with all standards. Contractors will be selected in compliance with the required competitive Procurement Standards and efforts will be made to provide small and disadvantaged businesses with opportunities to compete. All curricula are reviewed for compliance by OAI's Industrial Hygienist (IH) and Technical Training Director, Ph. D. & Certified Industrial Hygienist (CIH).

B. Organizational Experience

Experience of Grant Applicant

OAI, Inc. is a workforce training and development agency founded 37 years ago. OAI's broad goal is to empower and enhance the capacity of underserved individuals and their communities by applying innovative practices and paradigms that contribute significantly to social-environmental equity, equal access to educational and employment opportunities and economic self-sufficiency. In addition to its main office in Chicago's Loop, OAI operates environmental health & safety programs in Chicago's underserved south suburbs; Kansas City, MO; Dallas, TX; New Orleans, LA; and throughout the State of Indiana and the Commonwealth of Kentucky.

OAI's programs and services provide people and communities in poverty with a bridge to rewarding careers and self-sufficiency through community outreach, intake, assessment, job-specific screening/ recruitment, training, job placement, and post-job-placement support services and follow-up. The agency serves about 3,900 clients annually in all programs. Target clients include public housing residents, at-risk youths from environmentally distressed areas, welfare recipients, ex-offenders and dislocated or low-skill/ low-wage earners. Many are single heads of household with poor work histories or without high school diplomas/GEDs. OAI focuses on basic academic education and life skills training, computer and workplace literacy, hazardous materials/environmental remediation, basic construction and green industry jobs.

Since its inception, OAI has managed more than \$76 million in external grants and contracts, primarily from federal, state, City of Chicago, foundation and fee-for-service training. OAI has 17 years of experience in delivering hazardous waste handling, remediation and OSHA safety training courses covered under CFR 1910.120. OAI received EPA Brownfields Job Training Grants in 2001, 2004, 2007, 2009 and 2011. The proposed 2013-2016 CG-EWDP is the continued refinement of the program currently funded by the EPA.

D. Past Performance and Accomplishments

Past Performance-The following charts detail management of OAI's six most recent EPA BFJT/EWJTG grants.

Employer-Driven Brownfields Job Training Program EPA BFJT 2004-2006 (JT-9752102)	
Chicago Greencorps-Brownfield Job Training EPA BFJT 2007-2009 (JT-00E32301)	
Chicago Greencorps-Brownfield Job Training EPA BFJT 2009-2011 (JT-00E97901)	
KC-Metro EPA ARRA Brownfields Job Training Partnership EPA BFJT ARRA 2009-2012 (2J-97708901)	
Chicago Southland Brownfields Job Training Program EPA BFJT ARRA 2009-2012 (2J-00E97501)	
Funds Expenditure	100% of funds expended

Compliance with Grant Requirements	Programs are in compliance with work plans, schedules and terms/conditions laid out in our grant agreements. Quarterly and Financial Status Reports were submitted in a timely manner. Two audit findings have been addressed and rectified (see <i>Section II. C Audit Findings</i> for details). Completion, placement, and leveraged funds data is accurately reflected in ACRES.
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Chicago Greencorps-Brownfield Job Training EPA BFJT 2011-2013 (JT-00E00952) (in progress)	
Funds Expenditure	\$171,735 Remaining funds will be used to provide training and placement services for 30 trainees currently enrolled in Cycle II & for one-year follow-up.
Compliance with Grant Requirements	The Program is in compliance with the work plan, schedule, terms, conditions laid out in our grant agreement. Quarterly and Financial Status Reports have been completed in a timely manner. Completion, placement, and leveraged funds data is accurately reflected in ACRES as of the most recent quarter.

Accomplishments—Planned Objectives Vs. Actuals/Progress

As documented in the following table, OAI's six EPA Brownfields Training Programs met or exceeded 100% of established objectives in training delivery and job placements for completed programs. The current program is on track to meet or exceed stated objectives.

	EPA 2004-2006 JT-9752102	EPA 2007-2009 JT-00E32301	EPA 2009-2011 JT-00E97901	EPA ARRA KC 2J-97708901	EPA ARRA SS 2J-00E97501	EPA 2011-2013 JT-00E00952 (in progress)
Number committed to Train & Place in Proposal vs. Work plan	Train 50 Place 35 Same goals in proposal & work plan	Train 45 Place 40 Same goals in proposal & work plan	Train 45 Place 40 Same goals in proposal & work plan	Proposal: Train 80 Place 64 Work Plan: Train 92 Place 69	Train 80 Place 60 Same goals in proposal & work plan	Train 45 Place 40 Same goals in proposal & work plan
Number Trained	Trained 65 (130% of goal)	Trained 50 (111% of goal)	Trained 57 (127% of goal)	Trained 94 (102% of goal)	Trained 83 (104% of goal)	Trained 22 (100% of first year goal)
Placement Rate	Placed 44 (68% of trainees)	Placed 50 (100% of trainees)	Placed 57 (100% of trainees)	Placed 71 (76% of trainees)	Placed 61 (73% of trainees)	Placed 22 (110% of first year goal)
Attainment of Training and Placement Goals	Attained 130% training goal; 126% placement goal	Attained 111% training goal; 125% placement goal	Attained 127% training goal; 143% placement goal	Attained 102% training goal; 103% placement goal	Attained 104% training goal; 102% placement goal	To date attained 50% training goal, 55% placement goal.
Accurate Data in ACRES	Accurate JT Forms submitted	YES	YES	YES	YES	YES

IV. COMMUNITY AND EMPLOYER PARTNERSHIP

A. Collaboration with Entities Involved with Local Remediation Activities and Environmental Projects

Factors contributing to OAI's successful track record are active involvement with community groups, OAI's partnerships with city and state agencies and its relationship with the business community.

City of Chicago Department of Transportation (CDOT) Under Chicago's Policy, Planning and Sustainability Division, CDOT administers the Greencorps Chicago Program and supports a number of conservation and sustainable transportation programs that work to protect, restore, and enhance natural resources and lessen the environmental impact of transportation in Chicago. CDOT works with WRD and OAI to schedule trainees to work on hands-on City projects related to brownfields development, ecological restoration and landscaping. CDOT will also connect OAI and its partners to contractors interested in hiring graduates. **See attached letter of support from Commissioner.**

WRD Environmental (WRD) WRD will continue to manage the Greencorps program on behalf of CDOT and will hire all eligible program candidates for up to 9 months, or in some instances longer, into entry level positions to work on community greening projects throughout the City of Chicago. Trainees will work on projects such as WRD's Community Garden and Urban Agriculture Design Project funded through the **Department of Housing and Economic Development (HED)**. This project will create urban agriculture and/or community gardens on three impacted or former brownfield sites all located in the South and West sides of Chicago. Trainees will install environmental barriers, raised beds and assist in the redevelopment of the site. WRD provides direction and input to OAI on critical issues relating to training curriculum and related services. **See attached letter of support from WRD President.**

Forest Preserve District of Cook County (FPDCC) With more than 68,000-acres, FPDCC is the largest forest preserve district in the United States. FPDCC will continue its partnership with the Greencorps program by providing leveraged training courses including Chicago Wilderness Prescription Burn, Brush Pile Burn Safety, Defensive Driving, Integrated Pest Management and Plant ID courses to all trainees. In addition to classroom courses, trainees will apply their training on a variety of FPDCC hands-on environmental projects. Projects are located in Chicago's Southland including the Millennium Reserve and the Calumet River Region. **See attached letters of support from FPDCC General Superintendent.**

B. Community Partnership Building

OAI maintains working relationships with a network of more than 50 community/faith-based organizations, WIA providers and local community colleges. This network, which has continuing involvement with the program, refers prospective candidates, helps review curricula, supplies mentors and guest speakers, and provides social services to clients. For example, the Safer Foundation, an ex-offender re-entry service agency will provide referrals, support services, life skill training and placement/follow-up services. Literacy Chicago will provide free GED preparation classes and tutoring for interested trainees. National Able, a WIA One-Stop Career Center and veterans service provider, will refer WIA eligible candidates and veterans, provide supportive services (childcare, transportation, work clothes, etc.), counseling, job placement and follow-up. In addition, Signature Staff Resources will assist with job placement, life skills/career advancement training and case management. **See attached letters of support stating their commitment to provide leveraged non-environmental training services.**

OAI involved community members and collaborating groups in the development of the proposed CG-EWDP by hosting 11 Information Sessions from February 2011-March 2013, attended by over 300 community members assembled by the following organizations: Chicago Urban League, North Lawndale ATC, Cease Fire, Crossroads, Safer Foundation, Literacy Chicago, Salvation Army and Near West Side Community Center. Additionally, OAI held a Stakeholder Meeting on January 31, 2013 attended by 19 agencies. The purpose of both the Information Session and Stakeholder Meeting is not only to involve community members but to tap partnering agencies' experience and expertise to ensure that referred candidates meet the selection criteria, are motivated to successfully complete the program and possess the pre-employment skills to secure full-time work. Additionally, partnering agencies commit to providing a variety of supportive services to individuals they refer and who are accepted, thus generating additional leveraged resources for the program.

C. Employer Involvement

The cornerstone of job development at OAI has always been active employer involvement in all aspects of training: providing curriculum input, assisting with screening and mock interviews, serving as guest speakers, attending graduation, serving on advisory committees, participating in job fairs and employer forums, and ultimately hiring program graduates. Since WRD is committed to hiring all eligible participants from this proposed program, OAI and Signature will continue to focus their business outreach and job development efforts on cultivating relationships with contractors in brownfields remediation/ redevelopment, construction, landscaping and green industry businesses that can provide upgraded, better paying positions for individuals when they are ready to move beyond their initial jobs with WRD. Some of the employers that regularly hire OAI participants include Aerotek Environmental, Environmental Staffing, McAdams Landscape Professionals, Myleer Corp., ABM Janitorial, Facility & Grounds Maintenance Services, Inc., Safety Kleen, Jacobsen Warehousing, and Solo Cup. **See representative sampling of Letters of Support.**

To obtain input from employer partners for the purpose of designing a demand-driven training program, OAI held an employer forum and conducted a survey of cooperating employer partners. Seven employers met with OAI on March 3, 2013 to discuss training, hiring needs and involvement with the program. In addition, 12 employers responded to a written survey. Through the survey, OAI was able to determine which employers expect to be in a position to hire graduates in the near future and which were willing to serve as mentors, guest speakers, or program and curriculum advisors. See additional survey findings in *Section I.B. Community Need: Labor Market Demand.*

OAI participates in conferences, workshops, and organizations that provide opportunities for collaboration with local contractors. For example, OAI and CDOT serve on the Steering Committee for the Chicagoland Greencollar Jobs Initiative, which works to connect green employment and training opportunities in the region, and on the Board of Directors of the Chicago Jobs Council. OAI and its partners participate regularly in business and industry meetings with groups such as Illinois Landscaping Contractors Association, Empower to Succeed, Minority Contractors Association, and Evanston Black Business Association. OAI has attended and presented at the annual EPA Brownfields conference each year for the past 12 years. Participating in these types of events has allowed OAI to stay connected with project managers in the Chicagoland area and to network with current and future contractors.

V. BUDGET/RESOURCES

A. Budget

OAI will use EPA funds for allowable activities only, as described in the Budget Narrative and published EPA RFP guidelines. OAI's total budget for three years is \$200,000 to conduct two 9-month cycles of training and provide a year of tracking and follow-up. Non-EPA Project Funding details are under *B. Leveraging.*

EPA Project Funding	Outreach	Instruction	Program Mgmt.	Placement/ Tracking	Total
Personnel	17,263	2,207	39,150	21,493	80,113
Fringe Benefits	5,179	662	11,745	6,448	24,034
Travel	7,002	—	2,811	—	9,813
Contractual	—	24,760	1,800	—	26,560
Supplies	—	12,019	—	—	12,019
Other: Off-site rental	—	18,621	—	—	18,621
Other: Direct shared costs	6,215	794	14,094	7,737	28,840
Total EPA Funds	35,659	59,063	69,600	35,678	200,000
Non-EPA Project Funding					
Total Non-EPA Project Funding	154,826	86,302	85,222	40,130	366,480

Travel: HMTRI Annual Grantee Conference (flight, meals and incidentals for \$937 x 1 staff x 3 yrs.=\$2,811); National Brownfields Conference (flight, lodging, meals and incidentals for \$967 x 2 staff x 3 yrs.=\$5,802); Local travel to training sites and outreach at \$1,200). **TOTAL \$9,813**

Contractual: Contractor selection will comply with Procurement Standards in 40 CFR Part 30 or 40 CFR 31.36. Courses not listed will be provided by OAI staff reflected under *Personnel*. Budget amounts are based on market rates: HAZWOPER (\$2,900 x 2 classes x 2 cycles=\$11,600); Leaking Underground Storage Tank Awareness, Confined Space, Lockout/Tagout, (12 hrs. x \$45 x 2 classes x 2 cycles=\$2,160); Lead RRP (\$800 x 2 classes x 2 cycles=\$3,200); First Aid/CPR (\$55 x 30 trainees x 2 cycles=\$3,300); OSHA 10 hr. (\$2,250 x 1 class x 2 cycles=\$4,500) Technical Training Director/IH (\$900 x 2 cycles=1800) **TOTAL \$26,560**

Supplies: Training manuals (\$65 x 30 trainees x 2 cycles=\$3,900); training supplies (\$80 x 30 trainees x 2 cycles=\$4,800); office supplies, software, and other costs of maintaining client files (\$2,419 over three years); program supplies (\$15 x 30 trainees x 2 cycles=\$900) **TOTAL \$12,019**

Other: *Off-site facilities rental:* Hands-on training facility, including rent and utilities (\$9,311 x 2 cycles) **TOTAL \$18,621**
Direct Shared Costs: Office space rental, utilities, communications, technology, office equipment rental and maintenance, printing and other shared overhead costs at OAI's downtown site to cover usage for training, outreach and other program tasks **TOTAL \$28,840**

B. Leveraging

The CG-EWDP succeeds with leveraged non-EPA funds listed below and in-kind services from partner agencies including outreach/recruitment, support services, training and placement assistance from agencies such as the Forest Preserve District of Cook County, Safer Foundation, National Able and The Urban League. See attached letters of support. OAI will use unrestricted discretionary funds to pay for administrative costs not allowed under EPA. A total of \$366,480 of non-EPA funds will support professional and career advancement training, case management, supportive services, and job placement:

- Chicago Department of Transportation (CDOT) will fund OAI approximately \$360,000 for outreach/recruitment, Professional Development, Flagger, Forklift Operator, placement/follow-up, travel, support services, supplies, and administrative costs.
- IL Dept. of Commerce & Economic Opportunity (DCEO) will provide OAI approximately \$6,480 to fund Computer Training and Computer Technology Center. Although these funds are not guaranteed, OAI has been an awardee for 10 years and will submit proposals once the RFPs are released.